

## GALLATIN COUNTY SIGNATURE EVENT RULES

Gallatin County Fair Board reserves the final and absolute right to interpret these rules and regulations, to settle and decide all matters, questions and differences in regard thereto, connected with or incidental to **The Gallatin County Fair**, and **The Wild West WinterFest**; also to amend or add to these rules as may seem advisable to the Fair Board.

### **GENERAL RULES**

1. **SOLICITING OUTSIDE OF ASSIGNED SPACE:** Walk around solicitation is allowed only by those individuals or groups who have rented commercial exhibit space and may be done provided no soliciting is conducted in or near exhibits of like or similar products or no congestion is caused in the aisles. Violation of this rule may cause exhibit to be closed and forfeiture of all fees paid. Should the seller not be a commercial exhibitor he/she will be charged the fee for commercial exhibit space.
2. **FINAL DECISIONS:** The judge's decision shall be final in all classes except where mistake, fraud, misrepresentation or collusion may not be discovered and/or proven at the time of judging. In such cases the Fair Board will make the decision.
3. **CAMPING:** Exhibitors camping overnight on the Fairgrounds, during the Fairgrounds Signature Events, will pay a reduced fee for camping. Fees are to be paid at the Fairgrounds Office or to Fairgrounds Staff. A camping receipt will be issued upon payment of fees. This receipt must be displayed at the campsite.
4. **4-H/FFA ENTRIES:** Entry in the 4-H/FFA Division is limited to youth 19 and under and who have not yet graduated from High School or who have graduated the spring before the current Fair. Those participating must be currently enrolled in either Gallatin County 4-H or a Gallatin County FFA Chapter. Participants must comply with rules as stated in the Competitors' Handbook.
5. **PROXY PURCHASES:** Should someone wish to purchase an item or animal placed on sale during the Fair, but is unable to attend the sale, a Proxy Form may be completed authorizing another individual to buy in the name of the absentee buyer. To complete each form, the absentee buyer must designate the person they are assigning their purchasing rights to. Both the absentee buyer and the designated buyer must sign the form and have their signatures notarized. The absentee buyer must also include the top price he is willing to pay for each item or animal (this information will be kept confidential). The completed form must be returned to the Fair Office or to the Sale Clerk before a Buyer's Number will be issued. These forms will be available in the Fair Office.
6. **CONSUMPTION OF ALCOHOL:** **The consumption of alcohol is limited to designated areas on the grounds where these beverages are sold. Lessees serving alcoholic beverages are responsible for ensuring that individuals with alcoholic beverages are not allowed to leave these areas. Alcohol is prohibited anywhere else on the grounds and in the parking lots except in campsites.**

### **Exhibit Rules**

1. All entries competing for prizes shall be the property of the Exhibitor.
2. The Fair Board shall establish entry fees each year. The entry fees for the current year shall appear in the Competitors' Handbook for the current year.
3. All exhibits entered in competition are subject to all rules and regulations for that Signature Event. Specific rules for each class shall be listed under the class heading in the Competitors' Handbook or event rules sheet. All exhibits within a class shall be subject to the specific rules of that class.
4. Should any individual enter an animal or exhibit in a name other than that of the bona fide owner, or attempt to perpetrate a fraud by misrepresentation of any fact, the entry thus made shall not be allowed to compete and stall, pen and/or entry fees will be forfeited.
5. If any exhibitor attempts to interfere with the judges in the performance of their duties by letter, act or otherwise, he or she will be banned from the competition and will forfeit all prizes awarded them.
6. The judge's decision shall be final in all classes except where mistake, fraud, misrepresentation or collusion may not be discovered and/or proven at the time of judging. In such cases the Fair Board will make the decision.
7. Any exhibit or animal that has been erroneously entered may, at the discretion of the Manager or Superintendent, be transferred to the proper class before judging. If such classes have been judged, they shall not be rejudged.

8. Any exhibit removed before official deadline without permission of the Manager or Superintendent, disqualifies that exhibitor for any prizes and may disqualify that contestant's future showing privileges.
9. No person other than those in the Fairgrounds Organization shall be allowed to see entries or have access to the entry books until the entries have been closed.
10. The Manager has the right to reject unworthy entries of any nature by refusing them exhibit space.
11. Exhibitors in departments where entry tags are used shall present their portion of the entry tag to the Superintendent of the department for return of their goods.
12. Unclaimed exhibits will be disposed of 10 days after the close of the event.
13. All entry tags shall be properly and prominently attached to exhibits before they are eligible to be judged. The judges are instructed to disregard entries that do not have their tags attached. This rule applies to all departments except livestock.
14. After exhibitors have been provided with exhibition space, if there are still pens, stalls, or display space available; these may be rented by owners of stock, machinery, or commercial commodities for sale purposes. Rent to be fixed by the Manager.
15. Youth Classes are listed separately in some departments. If not listed separately, Youth may use rules and lots as listed in Departments list in Open Class. Entry tags must be marked YOUTH. Youth may enter the adult classes.

### **Livestock And Animals**

1. Fairgrounds management requires that animals be handled in a proper and ethical manner following accepted modern animal husbandry and scientific practices. In addition, adequate care, including watering, feeding, and comfort, should be appropriately provided to all animals. Any individual treating an animal in any other manner will be dismissed from the grounds.  
  
Exhibitors, their parents, leaders, and instructors have a serious responsibility to follow animal health practices approved by the industry and the U.S. Department of Agriculture. Health aids and other approved products should be used with care, according to prescribed practices, only when needed, and in the correct amounts.
2. Livestock exhibitors having trucks, trailers and cars that will not be in use during the event will be required to park these in the parking area designated for this use. Space is very limited and if possible, trailers should not be parked on the grounds.
3. Anyone judged to be cruel to animals on the grounds will be dismissed from the grounds.
4. Livestock exhibitors may put signs up over their display on the wall or freestanding signs will be allowed, providing they do not extend into the aisle or into another exhibit. **All nails, screws, tacks, and tape must be removed at the end of the event.**
5. All animals and exhibits must stay for the full duration as scheduled unless otherwise approved by Fair Management. Any exhibitor removing his animal or exhibit early will forfeit the right to exhibit at this event the following year.
6. No electrical signs will be allowed in the barns.
7. Any animal dying on the grounds must be taken immediately to Montana State University for autopsy.
8. All bulls must be handled with a nose lead.
9. All cattle must be tied with halter and neck rope in and out of the barns.
10. The Gallatin County Fair Board recommends that all livestock and exhibits be insured against loss and public liability.
11. Livestock is allowed only in the barn and arena areas.
12. Horses are not to be ridden in the barns.

13. Horses ridden in the area of the barns are to be ridden only at a walk.
14. **All animals entering the Fairgrounds must be in good health and condition. Any animal deemed unhealthy by the veterinarian, will be dismissed from the grounds.**
15. A brand inspection is required on all horses and cattle coming from outside Gallatin County.
16. The Fair Management reserves the right to have any animals entered in the Fair tested for drugs. Any animal found with drugs will be disqualified and premiums withheld. Any drugs being used for medical purposes must be registered with local veterinarian before show.
17. **The owner will be asked to remove from the grounds, any animal that is deemed to be a danger to itself, other animals and/or humans.**
18. A veterinarian selected by the Fair Board shall make the final decision in all matters concerning the health of a particular animal.

#### **Commercial Exhibitors & Food Vendors**

1. **BOOTH ARRANGEMENT - SETUP - LIST OF PRODUCTS:** Indoor booths measure approximately 10'X10' or 5'X10'. Side display panels in excess of three feet may not be installed more than 3' from the back wall of the booth. No inside exhibit or display may be so high along the front or sides of the booth as to hide the adjoining exhibit from the view of visitors passing along the aisles. Outside exhibit space is sold by the front foot; with the depth of the area being approximately 30 feet. A limited number of 10' x 10' outside spaces are also available. Outside booths must keep all products and equipment within the line limits of their booth. This includes tent stakes and ropes. All items in every booth shall be listed on the Application. Those not listed may not be sold.
2. **SPACE CANCELLATION:** The Gallatin County Fair Board reserves the right to cancel the exhibit lease for any cause whatsoever at any time before or after Commercial Exhibitor has commenced operations and return all payments. The Commercial Exhibitor reserves the right to cancel the lease for any cause up to the commencement of operations under the lease and agrees to forfeit all payments made to that point. If for any reason the Gallatin County Fair Board is unable to continue its operation for the time stated, the Gallatin County Fair Board shall not be liable to the Commercial Exhibitor for any claims, demands or damage except to refund to Commercial Exhibitor a pro rata share of the amount of rent based on the number of days of operation prior to the time said operation discontinues.
3. **LICENSES - PERMITS:** All Commercial Exhibitors are required to enter into a lease and agree to comply with all its terms and conditions. Once the Fair Board has accepted the application, Exhibitor must supply Fair with proof of City, County, and State licenses or permits that are required for their operation, this includes but is not limited to Food Purveyors' License issued by Gallatin County or the State of Montana.
4. **CARE AND REPAIR OF PREMISES:** At the end of the event the premises used must be in the same condition in which it was before the event. This includes filling and repairing all tent stake holes with a suitable asphalt or tar repair substance where applicable. Tent stake holes in dirt must also be filled in with dirt. There are nail boards provided in each building – the use of nails, tacks, tape, etc. are limited to these boards.
5. **SERVING ALCOHOLIC BEVERAGES:** Lessees serving alcoholic beverages are responsible for ensuring that individuals with alcoholic beverages are not allowed to leave these areas. Alcohol is prohibited anywhere else on the grounds except in campsites. Lessees must supply Fair Board with: a) A current Off-Site Liquor License or Temporary Beer Permit issued by the State of Montana, b) An Alcohol Sales Permit issued by the City of Bozeman or Gallatin County, c) Proof of Liquor Liability Insurance Coverage, d) A list of all individuals actually serving/selling alcoholic beverages with proof of completion of Alcohol Sales Training for each individual, e) Security at entrances and exit of designated serving areas to prevent anyone leaving area with alcoholic beverages. No glass containers may be used at the Outdoor or Indoor Arena, Motor Sports Area or other outdoor venue. Violations of these rules may result in revocation of your contract and your concession may be closed immediately.
6. **CONSUMPTION OF ALCOHOL:** The consumption of alcohol is limited to designated areas on the grounds where these beverages are sold.
7. Amplifying devices or other sound producing equipment must be kept at a low volume so as not to interfere with other Exhibitors.

8. The Fair Board reserves the right to reject any exhibit or display, which Board feels, is not in the best interest of the Fair.
9. No animals allowed in displays unless approved by the Fair Board.
10. All product/food deliveries must be made prior to 9:00 AM. There will be no vehicles in the Midway after 9:00 AM.
11. DRAWINGS/GIVE-A-WAYS/RAFFLES: Any drawing or give-away programs conducted by Commercial Exhibitors must be registered with the Gallatin County Fair Office, showing in writing, the articles(s) to be given. All drawings are subject to Fair Board approval. ALL DRAWINGS MUST BE HELD DURING THE SIGNATURE EVENT. Daily drawings for these items may be scheduled to increase traffic in commercial booth areas. All Commercial Exhibitors are encouraged to participate in these daily and end-of-show drawings. Names of all drawing winners must be submitted to the Fair Office, upon completion of drawing. RAFFLES need not be completed during the Signature Event, but names of all winners must be submitted upon completion of the raffle.
12. Recognition at the County Fair will be given for best displays in each of the following categories: 1) Indoor Commercial, 2) Outdoor Commercial, 3) Educational/Community Service. Taken into consideration will be creativity, activity, decorations and theme usage. We encourage our Exhibitors to incorporate the theme and the flower when designing their exhibit space.
13. Reservations for stalls and display spaces shall be made in the order received.
14. No commercial exhibit shall be removed from the Fairgrounds before the close of the last day of the event, except with specific authorization from the Fairgrounds Manager.
15. Any extortion practiced by a concessionaire shall cause the forfeiture of contract money paid or expulsion from the grounds or both as the Fairgrounds Manager may direct.
16. All ground leases or space contracts, unless otherwise specified, will expire with the close of the Signature Event each year. All temporary buildings, frames, booths, supplies, materials, products, etc. must be removed within 24 hours after the end of the event unless prior arrangements have been made with the Fairgrounds Manager.
17. Concessionaires must keep their space in a neat and sanitary condition. All trash shall be placed in trash receptacles. Any cardboard containers shall be broken down before stacking next to the trash receptacle.
18. Concessionaires shall not throw any refuse or empty any water or other fluids on the grounds or in the streets and gutters.
19. Concessionaires shall be neat and tidy in their dress.
20. **Fair Board members and employees of the Fairgrounds may have a concession or commercial space provided they are not granted any special privileges.**
21. The granting of a concession contract does not grant the concessionaire the exclusive right to sell a particular product unless the contract provides otherwise.
22. To increase Event visitor interest, the Fairgrounds management encourages all displays to be manned during regular Event hours.
23. No **open flames, highly combustible or explosive** materials may be used in indoor exhibits.
24. Exhibit spaces cannot be sold, subleased, shared or exchanged without the permission of Fairgrounds management.

<p style="text-align: center;"><b>IN THE CASE OF DISPUTES INVOLVING EITHER THE FAIRGROUNDS OR THE FAIR RULES AND REGULATIONS, THE DECISIONS OF THE FAIR BOARD WILL BE FINAL.</b></p>
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